## **ABSTRACT**

A method and a system for synchronizing audio/video messages and message-related information stored in a workstation with audio/video messages and message-related information stored in a server. A copy of the message-related information stored in the workstation is transferred to the server. The workstation identifies workstation messages that have not been transferred from the workstation to the server. A copy of the identified messages are transferred to the server. The server identifies messages in the server that have not been transferred to the workstation. The server transfers to the workstation the messages identified by the server. The server merges the message-related information transferred to it by the workstation and transfers a copy of the merged message-related information to the workstation.

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